

MINUTES

CITY OF LOS ANGELES

BOARD OF REVIEW

Wednesday, April 30, 2008, 9:00 A.M.

200 North Main Street, Room 350C
Los Angeles, CA

MEMBERS PRESENT: Louis J. Benjamin, Chair
Crista E. Binder
Jeffery Whitmore

1) Approval of the Minutes of January 30, 2008

ACTION: Minutes approved.

2) Los Angeles Convention Center – Deferred from January 30, 2008

March 21, 2007 report requesting write-off of uncollectible accounts receivables accrued interest totaling \$3,709.78 representing invoice amounts less than \$1,000.00.

Board Request: Documentation and clarification of invoice amounts.

ACTION: Documentation and clarification of invoice amounts were accepted by the Board. Write-off approved for \$1,998.85 of invoices under \$1,000 and the Board unanimously agreed to send invoice for \$1,711.28 to the City Council for approval of write-off.

3) Department of Building and Safety

a. October 22, 2007 report requesting write-off of uncollectible accounts receivables totaling \$32,081.75 representing invoice amounts less than \$1,000.00. **(Deferred from January 30, 2008 – no representative)**

b. March 14, 2008 report requesting write-off of uncollectible delinquent accounts receivables totaling \$909.64 representing invoice amounts less than \$1,000.00.

ACTION: Items a and b deferred until July, 30, 2008. Board requested documentation and clarification of invoice amounts.

4) Environmental Affairs Department – Deferred from January 30, 2008

July 23, 2007 report requesting authority to remove from the Department's active accounts receivable, 14 invoices totaling \$23,332.60 for uncollectible undefined fees, including penalties of \$18,048.25.

Board Request: Documentation and clarification of invoice amounts.

ACTION: Documentation and clarification of invoice amounts were accepted by the Board. Write-off approved for invoices totaling \$23,332.50, including penalties of \$18,048.25.

5) Department of General Services

February 28, 2008 report requesting write-off of uncollectible accounts receivables totaling \$4,352.54 of which \$3,231.54 represents invoice amounts less than \$1,000.00.

ACTION: Write-off approved for \$3,231.54 for invoices under \$1,000 and the Board unanimously agreed to send invoice for \$1121.00 to the City Council for approval of write-off.

6) Los Angeles Zoo

March 27, 2008 report requesting write-off of uncollectible account receivable totaling \$588.66 representing invoice amount less than \$1,000.00.

ACTION: Write-off approved.

7) Public Comments - NONE

8) Next Meeting

Next scheduled meeting of the Board of Review will be held on Wednesday, July 31, 2008 at 9:00 a.m.

9) Adjournment – 10:25 a.m.